

**Camden Select Board
Minutes of Meeting
November 16, 2011**

PRESENT: Chairperson Martin Cates, Vice Chairperson Morgan Laidlaw, John French, Jr., James Heard, Donald White, and Town Manager Patricia Finnigan. Also present were members of the press and public.

ABSENT: Town Attorney William Kelly

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SELECT BOARD

1. Public Input on non-agenda items.

Board member Don White congratulated the Juice 3 Conference organizers for an outstanding event.

He also thanked Kerry Hadley Opera House Manager and Facilities Manager Dave Morrison for their tireless efforts during the past several weeks with the Camden International Film Festival, Pop!Tech, Juice 3 and all that is entailed with these programs go off without hitches.

He also mentioned last night's Penobscot Bay Regional Chamber of Commerce Annual Dinner. It was a very well attended event and our town was very well represented by our elected officials, Town Manager and members of our staff.

Board members Laidlaw, French and Heard, and Cates all commended the efforts of the Chamber of Commerce staff with the Penobscot Regional Chamber of Commerce Dinner. It was a very positive event.

2. Approval of Board Minutes of October 25, 2011. *Moved ahead on the agenda.*

3. Authorize the Town Manager to enter into a contract between the Town of Camden and Lachman Architects & Planners to develop a Downtown Master Plan. Development Director Brian Hodges reported on September 20, 2011, the Select Board authorized \$20,000 from the Town's Economic Development Reserve Fund to be allocated towards the creation of a Downtown Master Plan. A selection committee comprised of the Town Manager, Development Director, Town Planner, a member of the Downtown Business Group, a CEDAC member, and the Chamber, issued a request for qualifications. Eight engineering and design firms submitted proposals. The selection committee reviewed the submissions. Based on the selection criteria, the Selection Committee recommends the Select Board enter into a contract with the top scoring team: Lachman Architects & Planners. The work is scheduled to be completed by March 30, 2012.

Donald White made a motion to authorize the Town Manager to enter into a contract with Lachman Architects & Planners to develop the Downtown Master Plan. Morgan Laidlaw seconded this motion. The motion passed on a 5-0-0 vote.

4. **Consideration of vendor bids for the Snow Bowl Concessions.** Manager Finnigan stated the Town received several inquiries from prospective vendors wishing to provide food concession services at the Snow Bowl. In response, the Town advertised a request for proposals from prospective concessionaires and two vendors responded. Snow Bowl management staff is recommending that the Board reject both bids and enter into negotiations with the current vendor.

John French made a motion to reject both bids and enter into contract negotiations with French & Brawn to provide food concession services at the Snow Bowl, and to direct staff to review existing bid policies and bring any recommended changes to the Select Board by April 30, 2012. Donald White seconded this motion. The motion passed on a 5-0-0 vote.

5. **Request permission to apply for a Land and Water Conservation Fund (LWCF) grant for the Ragged Mountain Recreation Area in the amount of \$75,000.** Jeff Kuller, General Manager of the Camden Snow Bowl reported the LWCF is a federal program administered through Maine's Department of Parks and Lands. Staff would like to apply for funds to be used toward further expansion of the snowmaking system at the Snow Bowl. This program is a reimbursement grant where, if awarded, the Town would pay for the work and then bill the State for reimbursement. The grant requires a 100% match, which will be satisfied through funds already raised for the Redevelopment Project by the Ragged Mountain Recreation Area Foundation, so there is no cost to the Town. Camden has received LWCF grants in the past for development and upgrades to: the tennis courts, sports field, and snowmaking system. The application deadline is Dec. 9th.

Morgan Laidlaw made a motion to authorize staff to submit an application for a Land and Water Conservation Fund grant to fund snow making improvements at the Ragged Mountain Recreation Area. Donald White seconded this motion. The motion passed on a 5-0-0 vote.

6. **Request by the Ragged Mountain Recreation Area Foundation to use 2 parking spaces to display a float which will be in the Christmas by the Sea parade.** Jeff Kuller, General Manager of the Camden Now Bowl reported the Events Committee of the Ragged Mountain Recreation Area Foundation plans to enter a float in this year's Christmas by the Sea parade. The float will help promote the Ragged Mountain Recreation Area Redevelopment Project. The committee is seeking permission to park the float (approximately 2 parking spaces) on Elm Street in front of the Village Green during the day of the parade and the following day (Dec. 2-3). It should take up two parking spaces, or it would fit in the tour bus pick-up and drop-off space.

Donald White made a motion to allow the Ragged Mountain Recreation Area Foundation float to use on street parking spaces to display its float. Morgan Laidlaw seconded this motion. The motion passed on a 5-0-0 vote.

7. **Request from Planning Board that the Select Board send letter of request to MDOT for a speed limit reduction near the Bog Bridge boat ramp on Route 105.** Planning Board Chairman MacLean reported during the site plan review process, the Planning Board noted its concerns regarding the speed limit in that area as a potential safety issue. As a result of these concerns the Planning Board is asking the Select Board to forward to the MDOT a request to reduce the speed limit on Route 105 from the currently posted 45 MPH to 35 MPH from a point to the west of the Bog Bridge Boat Launch to a point south of the Bog Bridge Boat Launch.

Board members were in agreement that the speed limit should be reduced in this area.

Resident Laura Amey of Spring Brook Hill stated she has been trying to get the speed reduced in her area and she was told by the state that speed limit reductions can only be requested by the municipality and not by private citizens. She was told by MDOT that we need to be more people friendly. She also stated that speed is not being enforced and we do need to look at the boat ramp area and other hazards of speed in town. Route 52 is comparable to Route 105 but the State will not reduce the speed limits on Route 52 to same as Route 105.

Donald White made motion to direct staff to work with the Maine Department of Transportation to review the current speed limit and request that the speed limit be lowered. James Heard seconded this motion. The motion passed on a 5-0-0 vote.

8. **Request by the Planning Board to establish a Sign Ordinance Workgroup.** Planning Board Chair MacLean reported to the Select Board that our CEO has received complaints regarding the Town's sign ordinance and would like to work with businesses and others in the community to review the sign ordinance and make recommended changes. This would also allow this issue to be considered in coordination with the Downtown Master Plan process. They are requesting that the Board give them permission to form a subcommittee of the Planning Board named the Sign Committee.

MacLean said the new town directional signs we have are invisible and some of the thoughts are that the signs should not be intrusive. The Camden Downtown Business Group would like individual signs to direct pedestrians. They are looking for some modest increases to add some color and excitement to the downtown.

Board member French stated other areas in town need to be addressed not just the downtown area.

Susan Thieme, owner of Theo B. Camisole on Bay View Street told the Board she is losing customers because of the signage. We first started out with blue then turned into brick and now back to colored but invisible. She complies with the town ordinances laws and rules but this process does not work for everyone because some merchants do not abide by the regulations in place. She brought some samples to the meeting of what the CDBG has come up with for an attractive sign for the downtown area that will better describe how to find the businesses in town and she hopes the Board will allow the Planning Board to pursue this.

After further discussion between Board members,

Martin Cates made a motion to permit the Planning Board to establish a Sign Ordinance working group. Donald White seconded this motion. The motion passed on a 5-0-0 vote.

9. **Request to establish a Planning Commission under Title 30-A § 4324(2) A to review and update the Town's Comprehensive Plan.** Planning Board Chair MacLean reported that Camden voters approved the Comprehensive Plan in 2005. Municipalities are required to review their Comprehensive Plans roughly every 10 years. The Planning Board believes this effort will take approximately 3 years to complete. They recommend that the Select Board appoint a Comprehensive Planning Committee (i.e., Planning Commission) comprised of 5 members of the Planning Board and 4 members of the public. The intent would be to complete their work for the June 2015 Town Meeting.

After discussion some members of the Select Board suggested that the Select Board table this item until the first meeting in December to get additional information and make the public aware of the Comprehensive Planning process.

John French made a motion to postpone action on this until the December 6th Select Board meeting. Morgan Laidlaw seconded this motion. The motion passed on a 4-1-0 vote (Cates opposed)

- 10. Consideration of renewal applications for victualer and lodging licenses:** Manager Finnigan reported the Code Enforcement Officer has signed off on these applications and the life safety inspections have been completed by the Fire Department.

- a. Brian C. Hill, Linz LLC, d/b/a Francine Bistro at 55 Chestnut Street for a renewal victualer license.**
- b. Maryanne Shanahan, d/b/a Hawthorn Inn for renewal victualer and lodging licenses**

John French made a motion to approve the victualer and lodging licenses as requested above. Morgan Laidlaw seconded this motion. The motion passed on a 5-0-0 vote.

- 11. Public Hearing regarding the following liquor licenses:** Manager Finnigan reported these applications have been reviewed by the Police Chief and he reports there have been no police incidents at these businesses during the past year.

Chairperson Cates read the rules and regulations for conducting public hearings in preparation of the public hearings to be held this evening.

Chairperson Cates asked to hear from any applicants or persons wishing to speak, comment or ask questions.

Hearing none, the Chairperson closed the public portion of the hearing and no Board discussion deliberated.

- a. Brian Hill, d/b/a Francine Bistro at 55 Chestnut Street for a Class I Restaurant Spirituous, Vinous & Malt Liquor License**
- b. Perseid Corporation, d/b/a Camden Windward House at 6 High Street for a Class V Bed & Breakfast Spirituous, Vinous & Malt Liquor License**
- c. Maryanne Shanahan, d/b/a Hawthorn Inn at 9 High Street for a Class V Bed & Breakfast Spirituous, Vinous & Malt Liquor License**

Morgan Laidlaw made a motion to approve the above liquor licenses. John French seconded this motion. The motion passed on a 5-0-0 vote.

- 12. Confirmation of appointments to the Camden Public Library Board of Trustees.** The Camden Library Board of Trustees have appointed one new Trustee, Leslie Curtis of Camden and reappointed Ed Collins of Camden for a second term.

Donald White made a motion to confirm the appointment of Leslie Curtis and the reappointment of Ed Collins to the Camden Public Library Board of Trustees. John French seconded this motion. The motion passed on a 5-0-0 vote.

13. Vote for candidates for Municipal Review Committee Board of Directors. Manager

Finnigan reported the Board received an official election ballot for one candidate to serve on the MRC Board of Directors, along with a biographical description of the candidates and cover memo from Greg Lounder, MRC Clerk.

John French made a motion to vote for Robert Peabody, Jr. to serve on the MRC Board of Directors. Morgan Laidlaw seconded this motion. The motion passed on a 5-0-0 vote.

14. Committee Reports

- a. **Historic Resources Committee:** At the last meeting Peter Palermo made a presentation and demonstrated how the QR codes are used with a smart phone. They also discussed the town's historic descriptions of the Post office and Garden Club, which may be added to the Historic Walking Tour itinerary.
- b. **Opera House Committee:** At the last meeting they discussed the available TIF funds and creating a subcommittee to research the fit into this program. They also discussed about updating their strategic plan.
- c. Board member Laidlaw attended a meeting at the Camden Snow Bowl a few weeks ago and a gentleman from Kingdom Trails Association in VT gave some advice on the sport of mountain biking. As a result of this endeavor and between lodging establishments and new businesses that have popped up around this summer time interest it has really sparked the economy there. It went to show that it does not take a lot of overhead. The speaker said that Camden is rich in natural resources and with the right recipe could do something similar.
- d. Board member French asked if some of the TIF funds could be used for improvements for the sound and broadcasting equipment upstairs in the Opera House. It would be a huge benefit to the community because it would draw more groups here. Manager Finnigan didn't think that would match the criteria but she would check into it.
- e. **CEDAC:** There was discussion about the funds accumulating in the TIF funds and the idea is not to sit on it forever. Development Director Brian Hodges has started working on a plan so the funds do not go away.
- f. **Harbor Committee:** Heard reported they discussed about working with Prock Marine on the dredging of Camden Harbor. They were also presented with dockage comparisons done by Susan Howland of Wayfarer Marine. The committee requested the Harbormaster to gather Belfast and Rockland's town and private dockage fees for vessels over 60 feet. This discussion will continue at the next meeting when more comparisons are available.

Went back to item #2

2. *Donald White made a motion to accept the minutes of the October 25, 2011 Select Board meeting as written. Morgan Laidlaw seconded this motion. The motion passed on a 5-0-0 vote.*

15. Town Manager's Report: Manager Finnigan shared the following:

- a. She commended the town staff on a good job with the recent election. They put it in very long hours and it went flawlessly. We had a 50% voter turnout and 25% voted absentee.

- b. We just recently passed the due date for the first half of property taxes and as of today we are at a tax rate collection of 50% which is a good sign.
- c. We have had some major conferences this fall, particularly Pop!Tech and Juice Conference. These are great publicity for the community. She shared some thank you notes the town received.

John French made a motion to adjourn as Select Board and reconvene as Wastewater Commissioners. Donald White seconded this motion. The motion passed on a 5-0-0 vote.

WASTEWATER COMMISSIONERS

1. **Approval of the Certificate of Commitment for wastewater charges for the period of July 9, 2011 to October 11, 2011.** This commitment represents the 1st quarter in the FY12 fiscal year.

John French made a motion to approve the Certificate of Commitment for Wastewater charges totaling \$230,068.67. Morgan Laidlaw seconded this motion. The motion passed on a 5-0-0 vote.

John French made a motion to adjourn at 8:53 pm. Morgan Laidlaw seconded this motion. The motion passed on a 5-0-0 vote.

Respectfully submitted,

Janice L. Esancy
Recording Secretary